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Approved For Release 2000/09/08 : CIA-RDP80-01991A000200040013-1

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 17 September 1953

FROM : Chief, Coordination and Requirements Staff

SUBJECT: Weekly Report Covering the Period 10 September to 16 September 1953

1. General

a. Master IBM Supply and Requirements Deck (completed) Tabulations of approximately 18,000 line items of materiel have been prepared in connection with obtaining current prices, weights and cubes for evaluation of materiel requirements. Current prices, in lieu of average prices computed by the Supply Division, are considered more desirable in the determination of costs for budget and allotment of funds purposes. Inasmuch as this is a continuing project, further reports will not be made weekly, but at appropriate intervals to indicate the progress and status of the project.

b. Requirements for Guerrilla Warfare Support According to T/O & E's Recommended by the Paramilitary Operations Staff (continued) Tabulations of T/O & E data have been presented informally to the Chief of Logistics and to the PM Staff. The latter has requested a copy of the data.

c. ████████ Surplus Stocks (continued) No change.

d. Instructions for Submission of Materiel Requirements (continued) A memorandum, dated 9 September 1953, has been received from the DD/P-Admin., containing comments and recommendations regarding the proposed instructions for forecasting of materiel requirements. Such information, as appropriate, is being incorporated in revised instructions for transmittal to the DD/P-Admin. to be published as a ██████████

e. FY 1952 Contingency Fund Procurement (continued) No change.

f. Career Service (continued) Preparation of new and revised job descriptions continues throughout the entire staff.

g. Establishment of Cleared Source in General Services Administration (new and completed) Arrangements have been made with GSA to have a cleared source (Mr. Fred Albrecht, Deputy Regional Director of GSA) who will process our requests for catalogs, prices, availability and other information. Such direct cleared source will permit the C & R Staff to furnish data more efficiently in response to requests for information.

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b. FE

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Checked the status of several items of material and found them to be far behind schedule of ETA in the field. Letters to the [REDACTED] were expedited in order to hasten the delivery of the subject material to meet the operational deadline. 7

c. WE

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Attended a meeting with representatives of the Supply Division, [REDACTED] relative to the development of a "pocket edition" Supply Procedures Manual for use by small stations within the above areas. X

d. NEA

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To comply with a request from the field for certain printing equipment the desk officer and a representative of [REDACTED] were taken [REDACTED] where various types of equipment were demonstrated. Among the items requested was a Vari-typer involving the use of various foreign languages. Because of the cost and problems involved, a meeting with a representative of the [REDACTED] was arranged, in order that a true picture of the situation could be presented to the field. 25X1A 25X1A

e. SE

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As a result of cable reports from the field of the malfunctioning of cargo parachutes in tests conducted by the [REDACTED] a meeting was called with the Air Maritime Division and the Special Purchase Branch. A cable was dispatched advising that detailed field modifications were being pouched to the field which should correct the situation. 25X1A

f. Military Liaison

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(2) Scheduled a meeting for the Supply Division binocular repairman with the Bureau of Ships Chief Machinist to determine feasibility of repair and parts required for some surplus Naval binoculars in stock. This meeting will take place on 17 September 1953. 7

(3) Furnished TSS with information that Army Signal Corps work on a voice activated recorder has developed an AN/UNQ-1 which is fairly successful. It is available in small quantities (five or six) and costs \$1,100.00 each. X

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(5) Advised the Supply Division, at the request of the Army Medical Corps, that the Department of the Army is not going to use FINN numbers for stock and requisitioning purposes until July, 1954. The use of FINN numbers by this Agency is causing some confusion among personnel and delaying processing of requisitions.

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LO/CR:jkj (9/17/53)

Distribution:

- 1 - Official file (C&R Rep.2)
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